

S-E-C-R-E-T

20 March 1969

MEMORANDUM FOR: Chiefs FBIS Field Bureaus

FROM : Chief, FBIS

SUBJECT : Letter of Instruction

1. A cable from [] indicated a possibility that the Government of Ghana might consider a joint monitoring operation with FBIS. The Director of Broadcasting in Ghana is keenly interested in a joint operation and believes that the rejection by the Ministry of External Affairs was based on a misconception. Meanwhile, alternative site possibilities including Nigeria and Gulf of Guinea islands are under study. []

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2. Two more replies to the television survey were received. One (OCI) was negative, while the other (AFCIN) set forth a very explicit statement of interest. Of the two outstanding, OCB has asked for a waiver pending clarification of the Board's functions, which are now under review, and USIA has promised to reply in early March. []

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3. London Bureau has located a potential Kurdish monitor for Mediterranean Bureau, who will be offered employment for a trial period at Caversham. Other leads are being followed in Turkey, Iran and this country in order to ascertain that no better candidate is passed by. []

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4. In the recent Atlantic submarine cable cuts, the only one of four Western Union cables in the damaged area which was not cut was the varioplex shared by State, Commo and FBIS. In preparation for possible additional trouble, an O/C high-speed trans-Atlantic radio circuit which during the month began tests on an 8 hour daily basis was stepped up to 24 hour basis. Results have been encouraging, copy being received with 98% accuracy. The entire FBIS German Bureau file is being included in the trials. A time analysis is expected during March. []

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5. As a result of observing numerous discrepancies between monitored Soviet time signals and the latest map of USSR time zones published by ORR, the Field Operations Staff arranged a complete field check of regional time signals as announced by Soviet broadcasting stations. A revised map of USSR time zones was drafted and will be published by ORR shortly for the FBIS "Program Schedule" book, and possible later ORR publication. []

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6. Addressograph-Multigraph Corporation has approached FBIS and the Printing Services Division with the proposal that FBIS reproduce its Daily Report by an offset method. They feel that their system will produce a superior product with a 30% reduction in operating costs. FBIS is exploring the proposed system in coordination with Printing Services Division. [redacted]

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7. The full text of Soviet reportage on the proceedings of the 21st Party Congress was published in 15 Supplements to the USSR and East Europe Daily Report containing approximately half a million words. Some 2,000 copies of each supplement were printed to meet normal needs and to serve the many additional interested consumers. The 15th volume, which consisted of an index of all material published, listed the names of all speakers in alphabetical order and in the order of their appearance before the conference, as well as all published supplemental materials bearing on the Congress. The Wire Service supplied OCI with copies of all speeches made at the congress by daily courier service. [redacted]

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8. Of 317 items included in the OCI Daily Digest during the month of February, 80 (i.e., approximately 25 percent) were based wholly or in part on FBIS sources. [redacted]

9. Radio Propaganda Reports: [redacted]

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- a. "Moscow Propaganda on Soviet Astronautics: Indications of Problems and Forecasts of New Achievements," prepared at the request of the Office of Naval Intelligence. Extra copies were requested by the Rand Corporation for purposes of reference and research.
- b. "Soviet Elite Statements on Troop Withdrawal from Europe, November 1956 - January 1959," a research compilation requested by State Department IRA/DRS.
- c. "European and Far East Satellite Reactions to Chinese Communes."

10. The service to the U.S. delegation at the Geneva nuclear test-ban talks continued. Sixty-six propaganda-analysis reports have been forwarded to OCI to date [redacted]

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11. Propaganda-analysis items on the FBIS Wire included: [redacted]

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- a. a roundup of world reaction, available primarily from bloc media, to the State Department's release of a tape recording of Soviet pilots' conversation while shooting down a U.S. plane;
- b. Background on a new claim, made at the Soviet Party Congress, about Soviet weapons improvement since the USSR's nuclear tests last fall;
- c. background on a Moscow commentary, in which the State Department expressed special interest, concerning the Soviet position on a foreign ministers conference.

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13. A Westinghouse multicoupler was observed operationally at East Coast Bureau. Results were comparable to the CGS model although the gain was found to be somewhat lower and the Westinghouse coupler has only 8 outputs as compared to 10 in the CGS. In the meantime, CGS is completing a model which appears suitable for FBIS. They were requested to get this model into the NSA test procedure so that it will be evaluated along with others. Commo plans some procurement in FY 59 for FY 60 delivery. This should be to FBIS' advantage in that Commo quantities will allow FBIS more favorable rates. [REDACTED]

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14. Installation of the new magnetic belt equipment at the East Coast Bureau has been slowed due to problems with magnetic belts and certain mechanisms in the equipment. The belt problem has apparently been solved at month's end. Complete replacements are being made for belts previously supplied. The defective mechanisms are being redesigned and replacements will be made on units delivered. [REDACTED]

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15. During the month a new Headquarters wire room switchboard was installed which will make it possible to serve four additional customers. [REDACTED]

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EDITORIAL BRANCH [REDACTED]

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1. General

a. XXist USSR Party Congress

(1) While the bulk of the workload for the production of the 21st USSR Party Congress materials fell on the London Bureau, a major contribution was made by the Austrian Bureau, which supplied numerous texts from press scrutiny. Other bureaus supplied materials processed from their area transmitters. London's prechecking of some major items prior to filing, and the speedy dispatch of corrections to others facilitated editorial work in Headquarters. The frequent FYI's advising on the planned handling of broadcast or press materials were especially valuable.

(2) The Wire Service is especially appreciative of the prompt handling of the material throughout the session. The TASS summaries of the various day's proceedings were usually in Washington and on the wire before the close of business in government offices and were useful in keeping interest offices informed by telephone of the progress of the congress.

(3) The level of editing and of editorial judgment throughout the nine-day congress period was exceptionally high. The London Bureau's careful coordination with BBC was fully reflected in its smoothly professional performance.

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Commendation is also due the Austrian Bureau for its speedy processing of press materials, and its special weekend effort enabled the Daily Report to maintain a steady flow of material for publication.

(4) The Okinawa and West Coast Bureaus also provided valuable service during the course of the congress. The comprehensive FYI's concerning Peking's coverage of the proceedings were extremely useful.

b. FYI's which sum up the observations of field editors concerning any aspect of broadcast propaganda can be extremely useful to both the Editorial Branch and to RPB. In reporting such observations, however, extreme care must be exercised to insure that these observations are based on established facts. FYI's occasionally contain conclusions which are somewhat overdrawn. Categorical statements such as: "Moscow has for the first time mentioned . . .," or "Peking's viewpoint in the past has always been that . . ." should be avoided unless there is not doubt of their validity.

c. The FBIS Wire Service and the Daily Report need to be informed promptly by FYI about all major new developments. The FYI should give all the details available to the bureau at the time of filing, including an estimate of the time that the completed item can be expected in Washington. When few details are known at the time of the initial FYI, a followup is in order. A recent FYI filed without the appropriate precedence reached Washington after the three-take text it summarized. In another case an FYI said simply that the text of an item would be filed. A delay of more than 24 hours then ensued before the first takes of the item were received.

d. Editors are reminded that great care must be exercised in making alterations to copy to see to it that no additional or distorted elements are added to the material as received. Editors should also resist the occasional tendency to pencil in caustic or humorous comments on the material being edited. Through inadvertence these asides have sometimes been included in copy filed to Headquarters, to the great embarrassment of all concerned. One such item, supplied to consumers outside the Agency with obvious detriment to FBIS' reputation, resulted in suspension without pay of those responsible.

e. Both editors and monitors should remember that when excerpts are filed, excised portions should be noted by an appropriate phrase such as "passage omitted," or by three dots. This subject is discussed fully on page A 7 of the Editorial Handbook. Also some indication of the extent of unintelligible portions ("few words" or "several sentences" indistinct) is preferred to just the indication "words indistinct."

f. When citations from the less known works of Lenin or other major communist theoreticians appear in copy, it would facilitate checking in Headquarters if the original Russian title of the work, when known, were given as well as the best available English rendering.

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g. Several bureaus have recently sent service messages to the wire room supervisors telling them to cancel or "kill" messages already received in Headquarters. In none of the specific cases referred to did the authors of the message give the reasons for killing the items, although it was subsequently revealed that they had been summaries of items that were later superseded by texts. When such considerations apply, a message should be sent to the Wire Service editor explaining the circumstance, and never to the teletype supervisor. The Headquarters editor can then decide whether to file the summary or wait for the text, depending on the general interest in the item. An unexplained order to "kill" an item inevitably leads Washington to question its reliability, and leads to loss of time in getting the material to the consumer.

h. Field bureaus are reminded that April 1 is the deadline for the submission of suggested revisions to the Editorial Handbook.

2. London Bureau

a. The Bureau's efforts to hold the Soviet and East European roundups to two takes on weekends and to one take on weekdays are commended.

3. Austrian Bureau

a. Except in cases where specific FBIS guidance has been given, the bureau can reduce its file of satellite press scrutiny items relating to international affairs which are only indirectly connected with satellite affairs, and its reportage on minor domestic shortcomings or criticism when items in a similar vein have been carried by radio broadcasts. Some economic materials concerning very low level accomplishments can be dispensed with.

4. German Bureau

a. Corrections to material given general distribution should not carry restrictive flags, but should be circulated to all recipients of the original.

5. East Coast Bureau

a. Editors are to be commended for their handling of African materials. The briefs are well done and the condensed file has made it possible to expand coverage in the Daily Report.

b. It is not necessary to carry the labels "Conservative," "Liberal," etc. before the names of well-known newspapers in the press reviews.

6. Mediterranean Bureau

a. Editors have improved the Middle East file by tighter editing and more extensive briefing of Arab materials. However, summaries and briefs can be made still

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more concise and pointed, especially in the brief headings which are frequently unnecessarily wordy. Remember that MENA and ANA items which are briefed should indicate the city of origin.

b. Editors are urged to make additional efforts to condense Cairo radio commentaries addressed to Middle East and African audiences. There is continuing interest in material containing elements of incitement and such passages should be given in full. The increased filing of Voice of Africa material is appreciated.

c. The sampling of productive broadcasts such as Kabul in Arabic and Nairobi and Dar-es-Salaam by the cruising monitor has been most appreciated.

7. Okinawa Bureau

a. Personnel of the bureau are to be commended for their cooperation and speed in providing a translation of the January 20 PEOPLE's DAILY editorial which was not available from broadcast sources and was of immediate interest to a high-level consumer.

FIELD SUPPORT OF RADIO PROPAGANDA BRANCH

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1. Editors are reminded of the importance of rendering names in copy from bloc sources exactly as given by the announcer or as transmitted by the press agency, with or without first names or initials. In the subtle language of the communists, "Khrushchev" is less respectful than "N.S. Khrushchev" and "Nikita Sergeyevich Khrushchev" is more respectful than "N.S. Khrushchev." Editorial excision of initials or a first name, or truncation of a first name into initials, can represent a serious distortion in cases of copy that analysts may be scrutinizing precisely to determine trends and shifts in the fortunes of individual Soviet leaders--in Khrushchev's case the development of a "personality cult" around the Premier/First Secretary.

2. Even without taking into account the special requirements of propaganda analysis, it should be obvious that any kind of doctoring of names can be a dangerous practice. In one recent instance, the gratuitous insertion of initials compounded an error: A name of a Soviet diplomat heard incorrectly from a voice broadcast, which gave the last name only, appeared in the filed copy complete with initials. A query was sent to the responsible bureau, since the diplomat was identified in the item as holding a post from which he has in fact been removed a year ago. The response turned up the fact that the broadcast had used only a last name, which had not been heard clearly; where the broadcast had given the title as "responsible member" of the committee, the monitor had given the title as "Chairman." The diplomat happened to be one in whose whereabouts important consumers were interested.

3. Editors are reminded once again of the importance of specifying precisely the substance as well as length of passages deleted editorially in the field for space or other reasons. One recent commentary filed in excerpt form contained an editorial note saying "summary of the part of Khrushchev's speech dealing with the German question omitted." The speech in question contained a long section on Germany,

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dealing with many issues involved in the German problem. A request for the deleted passage revealed that the Moscow commentator had repeated Khrushchev's reference to the possibility of concluding a separate peace treaty with "one German state" -- a reference that no other filed Moscow comment before or since has repeated.

4. The Austrian Bureau is to be commended for its judicious selection and expeditious handling of materials on Soviet military subjects. Many of the items selected and filed by the bureau are being used currently in the preparation of a study of Soviet propaganda on guided missiles and related weapons systems. Extensive special research done at the Austrian Bureau, together with some special support from Saigon, contributed to a report just published on bloc propaganda reactions to Chinese communes.

5. Examples of useful FYIs from the field during the month were (a) a London Bureau FYI comparing the Soviet home service review of a 5 February PEOPLE'S DAILY editorial with the version transmitted by NCNA, and (b) an Okinawa Bureau roundup of Chinese Communist propaganda on the XXI CPSU Congress prior to the congress opening.

ADMINISTRATION

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1. Bureaus are advised that inventories should indicate only the correct quantity for each item and not remarks concerning the condition. Procedures concerning Report of Inventory Adjustments, Survey Report, and disposal of property are listed in [redacted]

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2. Bureaus are reminded that the cost of processing a requisition through the Office of Logistics is approximately \$12.00. Requisitions for one or two items of small value should not be submitted if the items can be easily purchased locally from petty cash.

3. Credit Union and GEHA payments should not be forwarded to Headquarters in individual pouches at government expense. This material should be included in an official pouch when one is being sent to Headquarters.

4. Bureaus are again reminded that household effects shipments to Washington should be consigned to the Despatch Agent in Baltimore as per message WA 402 of 11 February 1959.

5. Field Bureaus are reminded to report departure of each employee, giving EOD date expected for reporting to headquarters or to other field bureaus.

6. The following FBIS regulatory issuances were released during the month of February:

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PERSONNEL CHANGES

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1. New Employees in FBIS:

Name

Assignment

Analyst
RPB

50X1

2. Reassignments

From

TO

Editor
WCB

Editor
Ed. Br.

50X1

Editor
Ed. Br.

Editor
ECB

Editor
ECB

Editor
Ed. Br.

Chief Monitor
Ok1. Bur.

Editor
Ed. Br.

Chief
Med. Bur.

Chief
Ok1. Bur.

Analyst
RPB

Editor
Ed. Br.

3. Transfers from FBIS:

Name

From

Teletypist
Ed. Br.

50X1

Editor
Ed. Br.

Analyst
RPB

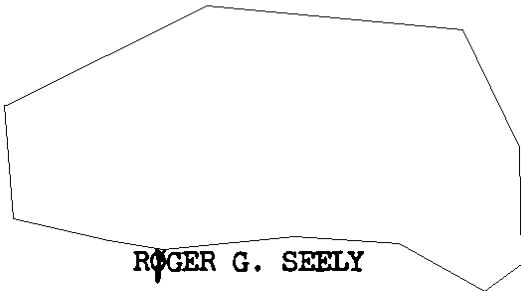
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4. Separations:

Name

From

Teletypist
WCB



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